



AGENDA MEMORANDUM – FEBRUARY 13, 2023

ITEM # CONSENT

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Monthly Budget Summary Report

SUMMARY: Receive and/or approve the December 2022 Budget Report

BACKGROUND INFORMATION:

The information provided is for the FY 2022-2023 budget period, month ending December 31, 2022. This summary highlights several key points related to the current month’s activity for the General Fund and for the Water and Sewer Enterprise Fund. The attached report is unaudited, and this month may include corrections from prior months.

DISCUSSION:

Attached is the budget report for December 2022, which is the third month of Fiscal Year 23. 25% of the year has passed. The report reflects the original budget as approved for FY23 as well as the revised budget reflecting all budget amendments approved by council since the original budget was approved. *This budget report is a preliminary report reflecting current year to date figures that are unaudited and may be adjusted at a future time.*

10-General Fund

As of December 31, 2022, General Fund revenues total \$1,151,839. General Fund expenditures total \$791,081.

Revenue (GF)

Total Revenue collected in the General fund is at 35.77% of budget projection.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of December is \$991,959. This is about \$100,000 more than was received at this time last year. Richwood has received just under half of projected property taxes for the year.
- Sales Tax revenue received in December was earned in October, the first month that will report sales tax revenue for the year as it is shown when earned. The amount received in General Fund is \$44,370. \$10,761 was received within CCPD and \$11,092 within the Transportation Fund. These amounts are less than received in December 22.
- Permits and Licenses revenues total \$2,243 this month, year to date total of \$17,066. This is compared to \$12,713 collected at this time last year. Inspection fees collected are \$7,590 while fees paid for inspections are \$6,230 as of the end of December.

Water Impact fees collected this year total \$4,828. No Sewer impact fees have been collected. All Impact Fees are posted to Fund 32 Utility Capital Improvements and do not show on this budget report.

- Court revenue for the month of December is \$7,651, year to date totaling \$26,357. This compares to \$19,828 at this time last year.



Expenditures (GF)

Expenditures in the General Fund are currently shown at \$791,081, 28.12% of budget, just slightly ahead of budget overall.

All approved transfers to and from the General Fund have been made, with the exception of the transfer to Transportation Fund for road repairs.

30-Water, Sewer, and Solid Waste Fund

Operating Revenues received through FY23 total \$667,489. Operating expense is \$555,296.

There are no other items of note at this time.

RECOMMENDATION: Council to approve December 2022 Budget Summary Report for General Fund and the Water & Sewer Enterprise Fund.

**City of Richwood
Operational Budget Report
12/1/2022 -12/31/2022**

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							25% of year
Taxes	1,004,689.79	955,464.19	1,082,679.65	2,960,070.00	2,960,070.00	1,877,390.35	36.58%
Property taxes, including delinquent & penalties	892,280.17	891,974.31	991,958.80	2,039,070.00	2,039,070.00		48.65%
Franchise Taxes	58,842.31	19,120.36	46,351.33	196,000.00	196,000.00		23.65%
Sales Tax	53,567.31	44,369.52	44,369.52	725,000.00	725,000.00		6.12%
Licenses and permits	12,712.92	2,243.00	17,065.64	88,250.00	88,250.00	71,184.36	19.34%
Intergovernmental revenue	7,000.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Charges for services - Municipal Bldg Rental	2,140.00	650.00	1,325.00	7,000.00	7,000.00	5,675.00	18.93%
Fines and forfeitures	19,827.60	7,651.04	26,356.85	110,000.00	110,000.00	83,643.15	23.96%
Special Revenues	(119.00)	6,550.00	7,050.00	1,350.00	1,350.00	(5,700.00)	Ahead of Budget
Interest	250.95	18.89	7,510.92	2,500.00	2,500.00	(5,010.92)	Ahead of Budget
Miscellaneous revenue	8,099.52	3,472.05	9,850.82	50,000.00	50,000.00	40,149.18	19.70%
Inspection Fees	7,590.00	2,530.00	7,590.00	35,000.00	35,000.00		
Miscellaneous Income	409.52	942.05	1,760.82	10,000.00	10,000.00		
Parks & Recreation - Park Pavillion Rentals	100.00	0.00	500.00	5,000.00	5,000.00		
Total Revenue	1,054,601.78	976,049.17	1,151,838.88	3,220,170.00	3,220,170.00	2,068,331.12	35.77%
Expenditures							
General Government							
Administration							
Personnel & Benefits	105,903.19	34,993.61	103,014.80	471,868.00	471,868.00	368,853.20	21.83%
Supplies	2,665.31	953.11	4,478.55	18,900.00	18,900.00	14,421.45	23.70%
Maintenance & Repair	965.89	406.98	1,351.86	4,000.00	4,000.00	2,648.14	33.80%
Utilities	3,424.59	1,904.23	3,220.27	14,700.00	14,700.00	11,479.73	21.91%
Professional Services	68,565.29	34,171.17	87,972.70	184,300.00	184,300.00	96,327.30	47.73%
Other Services	15,897.91	529.85	27,656.73	71,500.00	71,500.00	43,843.27	38.68%
Capital Equipment	953.27	340.98	32,420.19	37,600.00	37,600.00	5,179.81	86.22%
Total Administration	198,375.45	73,299.93	260,115.10	802,868.00	802,868.00	542,752.90	32.40%
Judicial							
Personnel & Benefits	15,306.80	5,742.19	16,541.37	73,735.00	73,735.00	57,193.63	22.43%
Supplies	252.67	0.00	0.00	2,300.00	2,300.00	2,300.00	0.00%
Professional Services	10,722.00	510.00	8,910.00	20,350.00	20,350.00	11,440.00	43.78%
Other Services	75.00	130.00	130.00	1,000.00	1,000.00	870.00	13.00%
Total Judicial	26,356.47	6,382.19	25,581.37	97,385.00	97,385.00	71,803.63	26.27%
Permitting & Inspections							
Personnel & Benefits	6,900.00	1,390.00	6,230.00	40,000.00	40,000.00	33,770.00	15.58%
Supplies	178.10	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Professional Services	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total Permitting & Inspections	7,078.10	1,390.00	6,230.00	42,500.00	42,500.00	36,270.00	14.66%
Special Revenue Expenditures							
Supplies	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total Special Revenue Expenditures	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total General Government	231,810.02	81,072.12	291,926.47	944,253.00	944,253.00	652,326.53	30.92%
Public Safety							
Police Department							
Personnel & Benefits	172,924.80	73,721.06	214,547.74	872,524.00	872,524.00	657,976.26	24.59%
Supplies	8,661.02	3,055.40	11,849.78	51,000.00	51,000.00	39,150.22	23.23%
Maintenance & Repair	9,734.73	2,706.76	4,988.04	28,350.00	28,350.00	23,361.96	17.59%
Utilities	3,059.89	1,624.43	4,387.28	14,500.00	14,500.00	10,112.72	30.26%
Professional Services	12,428.06	0.00	73,022.96	159,556.00	159,556.00	86,533.04	45.77%
Other Services	16,120.93	0.00	14,232.16	18,200.00	18,200.00	3,967.84	78.20%
Capital Equipment	3,088.61	187.10	561.30	10,625.00	10,625.00	10,063.70	5.28%
Total Police Department	226,018.04	81,294.75	323,589.26	1,154,755.00	1,154,755.00	831,165.74	28.02%
Fire Department							
Personnel & Benefits	7,873.60	884.38	4,595.38	38,461.00	38,461.00	33,865.62	11.95%
Supplies	3,391.80	1,129.66	2,637.29	19,000.00	19,000.00	16,362.71	13.88%
Maintenance & Repair	2,828.50	4,630.00	4,785.00	30,500.00	30,500.00	25,715.00	15.69%
Utilities	958.75	743.02	1,374.60	5,000.00	5,000.00	3,625.40	27.49%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Professional Services	26,782.75	0.00	38,311.00	160,907.00	160,907.00	122,596.00	23.81%
Other Services	12,957.28	0.00	13,243.24	27,000.00	27,000.00	13,756.76	49.05%
Capital Equipment	32,763.97	0.00	32,712.17	64,712.00	64,712.00	31,999.83	50.55%
Total Fire Department	87,556.65	7,387.06	97,658.68	345,580.00	345,580.00	247,921.32	28.26%
Code Enforcement							
Personnel & Benefits	0.00	4,579.41	6,249.40	62,721.00	62,721.00	56,471.60	9.96%
Supplies	0.00	108.20	108.20	2,000.00	2,000.00	1,891.80	5.41%
Professional Services	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Other Services	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total Code Enforcement	0.00	4,687.61	6,357.60	67,221.00	67,221.00	60,863.40	9.46%
Total Public Safety	313,574.69	93,369.42	427,605.54	1,567,556.00	1,567,556.00	1,139,950.46	27.28%
Public Works							
City Maintenance							
Personnel & Benefits	23,606.65	7,318.39	21,616.30	112,568.00	112,568.00	90,951.70	19.20%
Supplies	3,160.03	2,676.79	6,382.91	15,950.00	15,950.00	9,567.09	40.02%
Maintenance & Repair	14,466.99	1,076.02	8,306.42	36,510.00	36,510.00	28,203.58	22.75%
Utilities	4,939.42	474.86	8,600.32	44,700.00	44,700.00	36,099.68	19.24%
Other Services	2,621.36	0.00	2,753.67	10,100.00	10,100.00	7,346.33	27.26%
Capital Equipment	0.00	0.00	15,000.00	15,000.00	15,000.00	0.00	100.00%
Total City Maintenance	48,794.45	11,546.06	62,659.62	234,828.00	234,828.00	172,168.38	26.68%
Parks and Recreation							
Supplies	1,084.28	120.48	202.56	3,800.00	3,800.00	3,597.44	5.33%
Maintenance & Repair	5,119.20	1,196.33	3,058.63	31,000.00	31,000.00	27,941.37	9.87%
Utilities	311.32	616.43	927.32	4,000.00	4,000.00	3,072.68	23.18%
Other Services	2,739.74	361.04	4,700.82	18,050.00	18,050.00	13,349.18	26.04%
Total Parks and Recreation	9,254.54	2,294.28	8,889.33	56,850.00	56,850.00	47,960.67	15.64%
Emergency/Disaster							
Contract Labor	215,926.90	0.00	0.00	0.00	0.00	0.00	0.00%
Total Emergency/Disaster	215,926.90	0.00	0.00	0.00	0.00	0.00	0.00%
Miscellaneous	0.00	0.00	0.00	10,000.00	10,000.00	10,000.00	0.00%
Development Agreements	0	0	0	10,000.00	10,000.00	10,000.00	0.00%
Total Expenditures	819,360.60	188,281.88	791,080.96	2,813,487.00	2,813,487.00	2,022,406.04	28.12%
Other Financing Sources and Uses							
Sources							
Transfers In	0.00	0.00	15,000.00	590,000.00	590,000.00	575,000.00	2.54%
Total Sources	0.00	0.00	15,000.00	590,000.00	590,000.00	575,000.00	2.54%
Uses							
Transfers Out	454,128.00	0.00	329,000.00	904,000.00	904,000.00	575,000.00	36.39%
Total Uses	454,128.00	0.00	329,000.00	904,000.00	904,000.00	575,000.00	36.39%
Total Other Financing Sources and Uses	(454,128.00)	0.00	(314,000.00)	(314,000.00)	(314,000.00)	0.00	100.00%
Total - 10 GENERAL FUND	(218,886.82)	787,767.29	46,757.92	92,683.00	92,683.00	45,925.08	

**City of Richwood
Operational Budget Report
12/1/2022 -12/31/2022**

30 Water & Sewer Enterprise Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Revised Budget	Remaining Budget	% Earned/Used
Net Operating Income (Loss)							
Operating income							25% of year
Sewer Department	220,193.96	76,405.07	243,991.52	956,700.00	956,700.00	712,708.48	25.50%
Water Department	282,863.38	110,810.14	339,022.44	1,381,600.00	1,381,600.00	1,042,577.56	24.54%
Solid Waste Department	78,786.90	27,981.93	84,474.54	325,000.00	325,000.00	240,525.46	25.99%
Total Operating income	581,844.24	215,197.14	667,488.50	2,663,300.00	2,663,300.00	1,995,811.50	25.06%
Operating expense							
Sewer Department							
Personnel & Benefits	38,115.98	14,423.74	41,591.43	184,767.00	184,767.00	143,175.57	22.51%
Supplies	1,342.25	432.90	1,732.40	10,200.00	10,200.00	8,467.60	16.98%
Maintenance & Repair	27,379.29	5,069.85	12,491.19	73,940.00	73,940.00	61,448.81	16.89%
Professional Services	94,899.15	0.00	91,249.53	580,000.00	580,000.00	488,750.47	15.73%
Other Services	5,122.09	0.00	3,872.72	5,400.00	5,400.00	1,527.28	71.72%
Total Sewer Department	166,858.76	19,926.49	150,937.27	854,307.00	854,307.00	703,369.73	17.67%
Water Department							
Personnel & Benefits	36,896.84	17,978.15	55,889.52	221,306.00	221,306.00	165,416.48	25.25%
Supplies	3,619.97	2,525.35	7,627.72	24,500.00	24,500.00	16,872.28	31.13%
Maintenance & Repair	17,811.94	37,940.01	85,055.63	134,400.00	134,400.00	49,344.37	63.29%
Utilities	9,935.62	7,691.86	15,873.70	71,900.00	71,900.00	56,026.30	22.08%
Professional Services	30,993.84	1,653.14	39,714.92	58,000.00	58,000.00	18,285.08	68.47%
Other Services	89,403.96	27,637.30	101,755.53	405,200.00	405,200.00	303,444.47	25.11%
Capital Equipment	601.54	300.77	902.31	3,610.00	3,610.00	2,707.69	24.99%
Total Water Department	189,263.71	95,726.58	306,819.33	918,916.00	918,916.00	612,096.67	33.39%
Solid Waste Department							
Professional Services	45,221.56	48,769.66	97,539.32	280,000.00	280,000.00	182,352.68	34.84%
Total Solid Waste Department	45,221.56	48,769.66	97,539.32	280,000.00	280,000.00	182,460.68	34.84%
Total Operating expense	401,344.03	164,422.73	555,295.92	2,053,223.00	2,053,223.00	1,497,927.08	27.05%
Total Net Operating Income (Loss)	180,500.21	50,774.41	112,192.58	610,077.00	610,077.00	497,884.42	18.39%
Non-Operating Items							
Non-operating income							
Interest income	75.96	0.00	73.96	500.00	500.00	426.04	14.79%
Grants	0.00	0.00	54,874.03	0.00	0.00	(54,874.03)	Ahead of Budget
Other income	38.97	1,169.15	1,403.92	1,000.00	1,000.00	(403.92)	Ahead of Budget
Transfers In	10,000.00	0.00	0.00	37,000.00	37,000.00	37,000.00	0.00%
Total Non-operating income	10,114.93	1,169.15	56,351.91	38,500.00	38,500.00	17,851.91	146.37%
Non-operating expense							
Debt Service	0.00	0.00	0.00	363,615.00	363,615.00	363,615.00	0.00%
Transfers Out	56,000.00	0.00	0.00	56,000.00	56,000.00	56,000.00	0.00%
Total Non-operating expense	56,000.00	0.00	0.00	419,615.00	419,615.00	419,615.00	0.00%
Depreciation Expense	0.00	0.00	0.00	350,000.00	350,000.00	350,000.00	0.00%
Total Non-Operating Items	(45,885.07)	1,169.15	56,351.91	(731,115.00)	(731,115.00)	787,466.91	Ahead of Budget
Total - 30 Water & Sewer Enterprise Fund	134,615.14	51,943.56	168,544.49	(121,038.00)	(121,038.00)	289,582.49	Ahead of Budget